

**Human Rights Committee (HRC)
District East
Open Meeting Minutes**

Department of Economic Security
Division of Developmental Disabilities
120 W. 1st Avenue Mesa, AZ 85210
July 11th, 2018
5:00 pm – 7:00 pm

Call to Order	Suzanne Hessman
Start Time	5:12 pm
Facilitator	Suzanne Hessman
HRC Liaison & Note taker	Jeffrey Yamamoto
Attendees	<p>HRC Members Present: Suzanne Hessman, Jennifer Huot, Sheri Reed, Cathryn Whalen, Paul Sadler, Sarah McGovern, Tonia Schultz.</p> <p>HRC Members Absent: Tammy Leeper, Mindee Stevenson, Cynthia Elliot, Jill Wilson, Gina Johnson</p> <p>Division of Developmental Disabilities (DDD) Staff: Jeffrey Yamamoto, Barbara Picone</p> <p>Public: None</p>
Agenda Topics	Call to Order, Welcome, Approval of June 2018 Minutes, HRC Liaison Updates, Call to the Public, Adjournment

Call to Order/Welcome

Committee

Discussion	<p>Suzanne Hessman called the meeting to order at 5:12pm and welcomed the Human Rights Committee (HRC) members.</p> <p>Jeffrey Yamamoto HRC Liaison. Barb Picone, the Quality Assurance (QA) Manager for District East were in attendance.</p>
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Approval of June Minutes

Committee

Discussion	<p>Jennifer Huot made a motion to approve both public and executive June 2018 minutes as written, motion seconded by Paul Sadler. All were in favor. Motion carried.</p>
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Discussion	<p><u>AZ Department of Administration (ADOA)</u> Jeffrey Yamamoto explained that there is nothing to report currently on how ADOA is going to administer the HRCs. Any changes will be given to the Committee when available. The ADOA will take over the oversight on August 3rd. Suzanne Hessman informed the committee that in the morning she was at a stakeholder meeting and discussed the HRC and ADOA with Maureen Casey and she also confirmed that there wasn't any information from ADOA and they still didn't have a point person.</p> <p><u>Lack of Liaisons</u> Jeffrey Yamamoto informed the Committee that he is the only HRC liaison covering the state. He will be attending all the district meetings and providing administration to all 6 district HRCs. There has been a posting for another liaison. Looking to hire as soon as possible. Jeffrey will be out on annual during the next scheduled meeting. Asked the committee if they wanted to take a vacation break in August. Committee agreed that they still wanted a meeting on Aug 8th and would like DDD to get someone to facilitate the meeting.</p> <p><u>Metadata for agencies and members.</u> Jeffrey Yamamoto distributed Excel spreadsheets which show the metadata for the agencies, members, and IRs. Explained what the spreadsheets show. There were discussions on what the information shows, and the committee members liked that it answered some of their questions on tracking and trending. Committee agreed they would like these reports presented in their future meetings.</p> <p><u>Group home standards and client rights.</u> Jeffrey Yamamoto presented the Article 8 of the Arizona Revised Statutes (ARS) about the group home standards and client rights.</p> <p><u>Statewide meeting</u> Suzanne Hessman will facilitate the statewide meeting on Aug 18th and she and the liaison will report the information to the committee at the next convened meeting.</p>
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Call to the Public**Suzanne Hessman**

Discussion	No members of the public present.
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Adjournment**Suzanne Hessman**

Conclusion	The next meeting will be held on August 8 th , 2018 at 5:00 pm at the 120 W. 1 st Avenue, Mesa, AZ location. Suzanne Hessman motioned that the public meeting be adjourned and go into executive meeting at 6:05 pm. Committee agreed. The meeting was adjourned by Suzanne Hessman at 7:00 pm.
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